

**Fairfax County Park Authority
Board Meeting
May 26, 2004**

The Chairman convened the meeting at 7:41 p.m. at Park Authority Headquarters, 12055 Government Center Parkway, Fairfax, Virginia 22035.

Board Members

Winifred S. Shapiro, Chairman
Gilbert S. McCutcheon, Vice Chairman
Jennifer E. Heinz, Secretary-Treasurer
Edward R. Batten, Sr.
Glenda M. Blake*
Kevin J. Fay*
Kenneth G. Feng
Georgette Kohler
George E. Lovelace
Joanne E. Malone*
Harold L. Strickland
Frank S. Vajda

*Board Members Absent

Guest: Harry Glasgow

Staff

Michael A. Kane, Director
Timothy K. White, Deputy Director
Nancy L. Brumit, Administrative Assistant

Charlie Bittenbring
Cindy Messinger
Miriam Morrison
Judy Pedersen
Lynn Tadlock

Seema Ajrawat
Gene Biglin
Nick Duray
Peter Furey
Doug Guzman
John Lehman
John Pitts
Sue Tibbetts
Ted Zavora

AGENDA CHANGES

Mrs. Shapiro asked if there were any changes to the Agenda. Mr. Kane requested that **CLOSED SESSION – Legal Matters** be added. In addition, Mr. Kane requested that A-1 Contract Award – Artificial Turf Athletic Field and Related Improvements at Ellanor C. Lawrence Park be moved to follow the CLOSED SESSION. **There were no objections from the Park Authority Board.**

ADMINISTRATIVE ITEMS

ADMIN-1 Adoption of Minutes - May 12, 2004, Park Authority Board Meeting

Mr. Strickland **MOVED** the Park Authority Board accept the Minutes dated May 12, 2004; **SECONDED** by Mr. Batten. The MOTION was **APPROVED** with Ms. Malone, Ms. Blake and Mr. Fay being absent; Mrs. Heinz and Mr. Feng **ABSTAINED**.

ACTION ITEM

A-1 Contract Award - Artificial Turf Athletic Field and Related Improvements at Ellanor C. Lawrence Park

This item was moved to follow **CLOSED SESSION**.

A-2 Adoption of FY 2005 Park Revenue Fund Budget (Fund 170)
This item was reviewed by the Budget Committee on May 12, 2004, and approved for submission to the Park Authority Board.

Mr. Feng **MOVED** the Park Authority Board approve the adoption of the FY 2005 Budget for the Park Revenue Fund, Fund 170; **SECONDED** by Mr. McCutcheon. The MOTION was **APPROVED** with Ms. Malone, Ms. Blake and Mr. Fay being absent.

INFORMATION / PRESENTATION ITEMS

I-1 FY 2004 Third Quarter Budget Review - General Fund (Fund 001)
This item was reviewed by the Budget Committee on May 12, 2004, and approved for submission to the Park Authority Board.

The board reviewed the item regarding FY 2004 Third Quarter Budget Review Fund (Fund 001). No action was necessary.

I-2 FY 2003 Third Quarter Budget Review - Park Revenue Fund (Fund 170)
This item was reviewed by the Budget Committee on May 12, 2004, and approved for submission to the Park Authority Board.

The board reviewed the item regarding FY 2003 Third Quarter Budget Review – Park Revenue Fund (Fund 170). No action was necessary.

Park Authority Board Minutes Approved and Signed on June 9, 2004

I/P- 3 Annual Implementation Plan for the 2002-2006 Park Authority Strategic Plan

Mr. White presented the Strategic Plan Overview – 2003 Accomplishments and 2004 Implementation Plan.

Board discussion included the Natural Resource Management Plan and the Cultural Resource Plan being attachments to the Park Authority's Strategic Plan. Also discussed was the Park Authority's efforts to integrate environmental protection and have it become more of a focus rather than taking it out of the Strategic Plan. Mr. Kane stated that the issues under Stewardship have now been captured under the Natural Resource Management Plan. Mr. Kane suggested that the approach should be that the Stewardship opportunity area exists and the Natural Resource Management Plan is the implementation tool for the stewardship issues within the Park Authority. Mr. Kane stated that this is a presentation issue rather than a structural issue.

CHAIRMAN'S MATTERS

- **May 24, 2004, Board of Supervisor Meeting**

Mrs. Shapiro reported that the Board of Supervisors has advertised the Public Hearing for the Fall Bond Referendum for \$50M as expected. There is an 80/20 (\$40M/10M) split – Land Acquisition (\$10M) and Renovation and Development (\$40M). There was no discussion on the amount of bond referendums or the level of funding. There was discussion regarding whether the 80/20 split was binding. The 80/20 split is not binding; the Park Authority could use renovation/development monies for acquisition should an unforeseen opportunity arise.

The Park Authority has secured the first speaker's slot for the Bond Referendum Public Hearing on June 21, 2004. Mrs. Shapiro will testify on behalf of the Park Authority Board.

DIRECTOR'S MATTERS

- **Kevin Fay's Letter to the Editor**

Mr. Kane distributed copies of Mr. Fay's letter entitled VOTERS CAN PUT PARKS IN DRIVE that will run in the local newspapers on June 2, 2004. Mr. Kane stated that Mr. Fay is writing on his own behalf and is not representing the Park Authority Board.

Park Authority Board Minutes Approved and Signed on June 9, 2004

- **Springfield Days/Cardboard Boat Regatta**

Mr. Kane reported that the Park Authority will again be participating as co-sponsors of the Springfield Days celebration with the Springfield Chamber of Commerce. The event takes place June 4th through June 6th and includes a carnival, a parade, a music festival, and the 15th Annual Cardboard Boat Regatta.

Mr. Kane invited all Board Members to attend this annual community event.

- **National Trails Day Observance**

Mr. Kane reported that on Saturday, June 5th, the Park Authority, the Potomac Conservancy and REI will celebrate National Trails Day with a service project at Riverbend Park. The service project will involve the relocation of a 100-yard section of the Potomac Heritage National Scenic Trail that has eroded. Volunteers will meet at 8:30 a.m. in the marina parking lot. Tasks will vary from clearing brush to stone placement and construction. This event is part of an annual national observance that includes more than a million hikers, bikers, equestrians and volunteers who take part in thousands of events nationwide in celebration of America's Trails.

COMMITTEE REPORTS AND SPECIAL ASSIGNMENTS

STANDING COMMITTEES

Administration and Management Committee

Chairman: Mrs. Heinz

Members: Ms. Kohler, Ms. Malone, Mr. Feng, and Mr. Lovelace

Staff: Miriam C. Morrison, Division Director for Administration

Mrs. Heinz, Chairman of the Administration and Management Committee, reported that the next committee meeting is scheduled for June 2, 2004.

Budget Committee

Chairman: Mr. Feng

Members: Ms. Blake, Ms. Kohler, Ms. Malone, and Mr. Fay

Staff: Miriam C. Morrison, Division Director for Administration

Mr. Feng, Chairman of the Budget Committee, reported that copies of the committee minutes dated May 12, 2004, would be forthcoming. The next committee meeting is tentatively scheduled for June 9, 2004.

Park Authority Board Minutes Approved and Signed on June 9, 2004

Planning and Development Committee

Chairman: Mr. Strickland

Members: Mrs. Heinz, Ms. Malone, Mr. Batten, Mr. Fay, Mr. McCutcheon, and Mr. Vajda

Staff: Lynn Tadlock, Division Director for Planning and Development

Mr. Strickland, Chairman of the Planning and Development Committee, distributed copies of the committee minutes dated May 5, 2004. The next committee meeting is scheduled for June 2, 2004.

Park Operations Committee

Chairman: Ms. Malone

Members: Ms. Heinz, Mr. Fay, Mr. Lovelace, Mr. McCutcheon, Mr. Strickland, and Mr. Vajda

Staff: Brian Daly, Division Director for Park Operations

Ms. Malone, Chairman of the Park Operations Committee, reported that copies of the committee minutes dated May 5, 2004, would be forthcoming. The next committee meeting would be announced.

Resource Management Committee

Chairman: Mr. Vajda

Members: Ms. Kohler, Ms. Malone, Mr. Batten, Mr. Fay, Mr. McCutcheon, and Mr. Strickland

Staff: Cindy Messinger, Interim Division Director for Resource Management

Mr. Vajda, Chairman of the Resource Management Committee, distributed copies of the committee minutes dated April 14, 2004. The next committee meeting would be announced.

Park Services Committee

Chairman: Mr. McCutcheon

Members: Ms. Blake, Mrs. Heinz, Mr. Batten, Mr. Feng, Mr. Lovelace, and Mr. Vajda

Staff: Charlie Bittenbring, Acting Division Director for Park Services

Mr. McCutcheon, Chairman of the Park Services Committee, reported that the next committee meeting would be announced.

Park Authority Board Minutes Approved and Signed on June 9, 2004

AD HOC/LIAISON GROUPSPublic Links, Inc

Members: Mrs. Shapiro, Mr. McCutcheon, and Mrs. Heinz

Staff: Mr. Kane, Mrs. Messinger, and Mr. Furey

Mrs. Shapiro, Chairman of Public Links, Inc., reported that the Public Links, Inc. had met prior to this evening's board meeting.

FOR THE RECORD

Mrs. Heinz requested that the Resource Management Committee minutes dated April 14, 2004, and the Planning and Development Committee minutes dated May 5, 2004, be entered into the record. **IN THE ABSENCE OF AN OBJECTION, SO ORDERED.**

BOARD MATTERS

- **Westgrove Park Master Planning Workshop**
Mr. McCutcheon commended Mr. White, Mr. Holley and the Planning and Development staff, who did a good job in preparation for moving onto the next step.
- **Little Hunting Creek Final Watershed Plan Review Workshop**
Mr. McCutcheon announced that he would be attending the Little Hunting Creek Final Watershed Plan Review Workshop on June 5th between 8:45 a.m. and 12:30 p.m. The Workshop will be held at the South County Government Center. Mr. McCutcheon invited Board Members to attend.
- **Administration and Management Committee Meeting**
Mrs. Heinz stated that the Administration and Management Committee meeting would be held on June 2, 2004, at 5:00 p.m.
- **Laurel Hill Adaptive Reuse Task Force**
Mrs. Heinz reported that there was a meeting last week to discuss the results of the education summit. Mrs. Heinz stated that on June 9th the Task Force will start discussion regarding the final recommendation to the Board of Supervisors. The Task Force is expected to present a report to the Board of Supervisors in September 2004. The Task Force may be providing comments on the Park Authority's Laurel Hill parkland prior to the public comment deadline.

Park Authority Board Minutes Approved and Signed on June 9, 2004

- **Introduction of Guest in Audience**
Mr. Strickland introduced Gary Flather, President of Southwest Youth Association to the Park Authority Board. Mr. Strickland stated that Mr. Flather has been a long-time friend and partner with the Park Authority.
- **Ceremony to Commemorate the 1862 Battle of Ox Hill**
Mr. Feng invited Board Members to attend the ceremony to commemorate the 1862 Battle of Ox Hill which will take place at Ox Hill Battlefield Park at the intersection of Monument Drive and West Ox Road in Fairfax on May 31st at 2:00 p.m. Mr. Feng will be a speaker at the ceremony.
- **Master Plan for Popes Head Park**
Mr. Feng reported that the Planning Commission approved the Master Plan for Popes Head Park. Mr. Feng commended Irish Grandfield and his staff for an outstanding job creating the master plan.
- **Park Authority's Summer Concerts**
Mr. Vajda reminded Board Members that the Summer Concert season is starting in June. Mr. Vajda invited Board Members to attend the season "kick-off" with a social at Mason District Park on June 6th. Mr. Vajda commended Daphne Hutchinson, Editor of ParkTakes, for placing the Summer Concert schedule in the center of the ParkTakes Magazine.
- **Historic Huntley Mansion Open House**
Mr. Batten reported that he had attended the Historic Huntley Mansion Open House on May 16th. Mr. Batten reported a large turnout and the event was well received by the surrounding community. Mr. Batten reported that volunteers were also recruited.
- **For the Record**
Mr. Batten reported that Harry Glasgow, friend and community activist, provided the following:

The Friends of Huntley Meadows and the Friends of Historic Huntley have collaborated on a project to care for two Champion Trees located on soon-to-be Park Authority land. The trees, Swamp Chestnut Oaks (*Quercus Michauxii*), have been estimated to be about 200 years old. They grow on land presently belonging to the Board of Supervisors. This land is scheduled to be transferred to the Park Authority and added to Huntley Meadows. The Friends Group raised nearly \$6,000 from Virginia Department of Forestry Urban and Community Forest grants, and from private donations.

Park Authority Board Minutes Approved and Signed on June 9, 2004

The work was done today (26th of May) by two local firms: The Bartlett Tree Care Company and Growing Earth Tree Care Company, and was supervised by the County Urban Forestry Division. Using two companies assured the work to be done in one day, and encouraged a greater publicity opportunity. Photographers from the Washington Post, Channel 5 and Channel 9 were present during part of the work and Don Sweeney from the Park Authority was present to take many pictures for the Authority.

Mr. Batten requested that the above statement be entered into the record. **There were no objections from the Park Authority Board.**

Mr. Batten remarked that he had the opportunity to view the Channel 9 News at 5:00 p.m.; and it was quite good; and he was very pleased to see the coverage there. Mr. Batten thanked Mr. Glasgow.

NOTE: The location of the Champion Trees is near the main entrance of Huntley Meadows, 75 yards down the gas line right-of-way, along the northern edge of Huntley.

- Ms. Kohler had no matters.
- **Athletic Council Meeting**
Mr. Lovelace, the Park Authority's representative to the Athletic Council, reported that he had attended the Athletic Council meeting last week. Discussion included one-time charges for a group on a field. Mr. Lovelace looks forward to upcoming meetings.

CLOSED SESSION

At 8:45 p.m. Mrs. Heinz **MOVED** the Park Authority Board convene in closed session for

- a. Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body for/in Sully Magisterial District pursuant to Virginia Code 2.2- 3711(A)(7)
- b. Discussion of Closed Session Minutes dated May 12, 2004 pursuant to Virginia Code 2.2.3712(H).

The MOTION was **SECONDED** by Mr. McCutcheon.

Park Authority Board Minutes Approved and Signed on June 9, 2004

- Update on Probable Legal Matters in the Sully District
- Closed Session Minutes dated May 12, 2004.

The MOTION was **APPROVED** with Ms. Malone, Ms. Blake and Mr. Fay being absent.

Legal Matters and Closed Session Minutes were discussed.

At 8:59 p.m. Mrs. Heinz **MOVED** the Park Authority Board return to the Open Session; **SECONDED** by Mr. McCutcheon. The MOTION was **APPROVED** with Ms. Malone, Ms. Blake and Mr. Fay being absent.

CERTIFICATION OF CLOSED SESSION

Mrs. Heinz **MOVED** the Park Authority Board certify that, to the best of our knowledge, only public business matters lawfully exempted from open meeting requirements under Virginia Code 2.2-3712 and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the Board; **SECONDED** by Mr. McCutcheon. The MOTION was **APPROVED** with Ms. Malone, Ms. Blake and Mr. Fay being absent

ACTION ITEMS (continued)

- A-1 Contract Award - Artificial Turf Athletic Field and Related Improvements at Ellanor C. Lawrence Park
This item was reviewed by the Planning and Development Committee on May 5, 2004, and approved for submission to the Park Authority Board.

Mr. Strickland **MOVED** the Park Authority Board approve a contract to include only the base bid to JSI Paving & Construction, Inc. of Springfield, Virginia in the amount of \$509,112 for construction of an artificial turf athletic field and related improvements at Ellanor C. Lawrence Park. In addition, Mr. Strickland recommended reserving \$50,911 or ten (10) percent of the contract award for contract contingency, \$30,547 or six (6) percent of the contract award for administrative costs, and \$10,000 for testing and inspections. The total cost is \$600,570; **SECONDED** by Mr. McCutcheon. The MOTION was **APPROVED** with Ms. Malone, Ms. Blake and Mr. Fay being absent.

Park Authority Board Minutes Approved and Signed on June 9, 2004

ACTIONS FROM CLOSED SESSION

NOTE: For consistency in reporting and future research, the Administrative Assistant keeps all items in numerical order as discussed during Closed Session.

C-1. Update on Probable Legal Matters in Sully District

Update and discussion.

C-3. Closed Session Minutes dated May 12, 2004

Mr. Batten **MOVED** the Park Authority Board accept the Closed Session Minutes dated May 12, 2004; **SECONDED** by Mr. Strickland. The MOTION was **APPROVED** with Ms. Malone, Ms. Blake and Mr. Fay being absent; Mrs. Heinz and Mr. Feng **ABSTAINED**.

ADJOURNMENT

At 9:04 p.m. Mrs. Shapiro adjourned the Park Authority Board meeting. **There were no objections from the Park Authority Board.**

Jennifer E. Heinz
Secretary-Treasurer

Minutes Approved at Meeting
on June 9, 2004

Michael A. Kane, Director

Park Authority Board Minutes prepared by

Nancy L. Brumit, Administrative Assistant

NOTE: After ADJOURNMENT, the Park Authority Board continued with the BOND WORKSHOP – Fall 2004 Park Bond Referendum

Park Authority Board Minutes Approved and Signed on June 9, 2004